

Town of Little Creek Council Meeting Minutes for July 11, 2022

The meeting of the Little Creek Town Board was called to order at 7:02 pm by Commissioner Edward Strouse. Pledge of Allegiance was recited by Board members and residents in attendance and a moment of silence was observed. Having observed that all five members of the Board of Commissioners were present at the meeting, Commissioner Theresa May declared to all persons in attendance that there was a quorum and therefore the Town Council was free to conduct business and begin the meeting. Five members of the Board of Commissioners for the Town of Little Creek were present in-person: Commissioner Ed Strouse, Commissioner Carol Puleo, Commissioner Jason Arrington, Commissioner Adrienne Hegman, and Commissioner Theresa May. Eight members of the public were in attendance for the general meeting: Angelia Strouse, Carol Williams, Bill Clark, Glenn Gauvry, Ariane Mueller, Penny Gentry, Dennis May, and Fire Department President Ken Frazier. Zoom option for attending the meeting was available and open to the public, but no one attended via Zoom.

A motion was made by Commissioner Arrington to deviate from the normal order of business for a special presentation. The motion was seconded by Commissioner Puleo. At which point Fire Department President Ken Frazier called Commissioner Puleo up to posthumously present an award to Gus for his service to the Little Creek Fire Department. Upon the completion of the presentation, a motion to return to the normal order of business was made by Commissioner Hegman and seconded by Commissioner May.

The meeting minutes from the previous month were electronically sent to the incoming commissioners for their review prior to this meeting. These minutes were also made available to all in attendance as hard copies. All commissioners on the board reviewed the minutes from June 6, 2022, and Commissioner Hegman made a motion to accept the minutes received from the secretary/clerk as written. The motion was seconded by Commissioner Puleo and put to a full board vote where it was passed unanimously.

The Public Hearing Minutes from the June 6, 2022, Land Use Zoning Change for the Fire Department were provided electronically to the Board of Commissioners for review prior to this month's Town Council meeting and hard copies were also made available for those in attendance. The 30-day period for written public comment began on June 6, 2022. The period for written public comment ended today, July 11, 2022. During that time, no written comments regarding the land use change proposed at the Public Hearing was received. The floor was opened for verbal questions and public comment. Having none, a motion was made by Commissioner Hegman to accept the minutes from the June 6 meeting as written. The motion was seconded by Commissioner Arrington and put to a full board vote where it was adopted unanimously.

The Treasurer's report was read aloud by Commissioner Hegman to the full assembly. A motion to accept the report from the May 2, 2022, was made by Commissioner Puleo and seconded by Commissioner May. When presented for a vote to the full board it was passed unanimously.

Commissioner Hegman stated the pending bills and provided information on what these bills covered. The formal motion to pay all the bills was made by Commissioner May. This motion

was seconded by Commissioner Arrington and put to full board for a vote. The Board unanimously passed the motion to pay the current bills.

Committee Reports

a) **Crime Watch** – Commissioner Arrington

- No one attended the Crime Watch monthly meeting, at Levy Court in Dover, DE
- Still need a Crime Watch Leader (Captain)
- Monthly crime reports available through link at Kent County Crime Watch of Delaware
- Dirt Bikes have been a concern to residents. State Troopers can impound the bikes and fine the riders if they catch them driving the vehicles. Residents are encouraged to contact the State Troopers when they see the dirt bikes being driven in Little Creek.

b) **Planning Commission** – Carol Williams and Commissioner Arrington

- An application for permission to begin repairs to building located at 380 Main Street was received

i.) **Fire Department Rezoning** – Commissioner Arrington

- Plan to begin application process for changes to be made to the current land use zoning for the fire department property from agricultural/residential to institutional in keeping with the comprehensive plan. Additional notes in Old Business section of Minutes.

c) **Parks and Recreation** – Commissioner Hegman

- A resident and dog park patron is covering for Doug Hegman while he is out of town.
 - i) **Dog Park** (Mr. Hegman/Ms. Freese/Mr. Courtney)
- One well pump died. It snapped off at the base and Mayor Strouse bought a new pump. Mr. Hegman installed the new pump.
- Three cross pipes were added on the gate at small dog side and since then, no issues have been raised at that location.
- A new issue brought to Council's attention is an area between the small and large dog sides. Council will work to resolve this concern.
- Glenn Gauvry explained that the rolling fence, where a berm was made, needs more sod added and the berm needs to be made more permanent
- Council will look at this
- Dogs are digging along fence line and chairs have been placed inside enclosed areas

ii.) **Movie Night**

- July 9, 2022 the town held the second movie night and it was well attended.
- Terry Pepper provided a portable bathroom for use at the park during the event.
- Due to rainy weather conditions the Fire Department allowed the movie to be shown in their firehall.
- The Little Creek Grill sponsored the event by providing root beer floats. Taylor Yates scooped ice cream for attendees.
- Melissa Jarman provided access to the selected movie free of charge.

iii.) **Tree Lighting**

- Nothing new to report.

d) **Code Enforcement** – Commissioner Puleo

- Mayor Strouse was in contact with several agencies to resolve concerns with property located at 178 Main Street. These agencies acted jointly, and the status of the property was changed to uninhabitable. Person with outstanding warrants were arrested; an arrest was made for an infraction. Locks were changed and building was boarded up. Property is being cleaned up.
- Enforcement letters have been mailed to other properties that are in violation of code. Some of those residents are working to resolve the violations. Others continue to stay in contact with Council to provide updates to their progress in resolving their code violations.
- The property located at 282A Main Street was once a duplex. The house is being renovated but can no longer be used as a two-family rental.

e) **Rental Properties** – Commissioner Puleo

- Council is still reviewing current rental policies and researching options. Nothing new to report currently.

f) **Little Creek Fire Company Report** – Commissioner Strouse

- Spoke about July 10, 2022, Target fire in Dover. Was labeled an arson fire thanks to camera footage of the fire being set. Can be traced back to the current online Tik Tok Challenge.
- Requesting Town funds for purchase of new plow to be used on the Brush truck. Council will require an agreement in writing from the Fire Department stating that they will use the requested plow to clear snow from the Post Office parking lot and the Town's streets. The agreement would also include a commitment to shovel the ramp, steps, and sidewalk area at the Post Office/Townhall.
- Looking into using some of ARPA funds to purchase the plow.

Old Business

a) **Northern Flood Study** - Commissioner Strouse

- Working on acquiring grant through FEMA. COVID funding is being made available to qualifying areas for the use in mitigation projects.
- Kent and New Castle Counties are the only two counties that can be qualified to access the grant funds.
- Applying for complete funding. The proposal from Verdantas (Duffield), through DNREC is for \$33,000. This amount covers preparation of the grant and scoping.
- Representative Carson will get the rest of the funds and the Town is waiting for the paperwork from Carson's office to arrive.
- 90% of the cost will be covered with Federal Government funding.
- Bayshore Byways Grant application has been submitted.

a-1) **Rezoning** – The rezoning of the fire department property must match their current comprehensive plan. This means that the property must be rezoned as Institutional. Commissioner Arrington made a motion to change the zoning of the property to

institutional and this motion was seconded by Commissioner May. The floor was opened to any questions from meeting attendees concerning the motion, there were none. The motion was put to a vote of the full Board of Commissioners and it was passed unanimously.

b) **Traffic Calming** - Commissioner Strouse

- Mayor Strouse reached out to Felton Police Department.
- Looked into hiring officers from Felton PD to police here because it would be a less expensive option. Learned that in Delaware it would be illegal to do this.
- Looking into additional options. One option would be placing speed cameras along Main Street that would generate tickets through the mail to speed limit violators. Another option would be to hire our own police department officer. Researching how much this would cost the Town.
- Mayor Strouse continues to seek assistance and guidance from Legislators.

c) **ARPA** (American Rescue Plan Act) – Commissioner Strouse

- The final installment of funds has been received.
- Want to use some of the available funds to put in the Town's own electricity, with a separate meter from the Post Office. This meter or these meters would cover the electricity being used at Town Hall and for the lighting at the park as well as the seasonal lights on the tree. The electricity bill would be the responsibility of the Town and paid with the other bills by Town Council.
- Want to add exterior and interior outlets at Town Hall.
- Some of these funds would be used to purchase the plow for the Fire Department's Brush truck.
- Postmaster has requested water spigots to be placed in front and behind the Post Office building.
- Residents would like Town Council to investigate using some funds for extending the sidewalks at the dog park and Town Hall.

d) **September Meeting Date** - Commissioner Strouse

- Reminder that normal Town Council Meeting date falls on a holiday and has been changed to September 12, 2022.

e) **Street Lights** - Commissioner Strouse

- Light bulbs are on back order. When they arrive, they will be installed.

f) **Parking Lot** - Commissioner Strouse

- Council received two emails concerning opposition to the proposed creation of a parking lot at the park.
- Research proved the area and size of the parking lot would be in direct conflict with the Town's current Land Development Ordinances. Therefore, plans to create a parking lot in the proposed area will no longer be pursued.
- Council will reach out to State Senator Bonini's office to ask if funds that were slated for the parking lot construction could be used to repair, and or extend sidewalks. Will also research possibility of extending existing parking area at Post Office.

- g) Cavalier Property Update – Commissioner Strouse
 - The president of the corporation has changed from Aaron Black to Charles Harriston
 - Mr. Harriston wants to work with the Town
 - Mayor Strouse will be meeting with Mr. Harriston, Jules, and U of D about how the property may be used.
- Tow Yard Update – Commissioner Strouse
 - Documents were received.
 - Spoke with Jayne family and advised them of liabilities with the Town of Little Creek that need to be addressed.
- h) **Community Partnerships** - Commissioner May
 - Nothing new to report.
 - Reaching out via email to the Discovery Zone representatives from the neighboring small towns prior to the next Town Council meeting.

New Business

- a) **Fire Department Office Equipment** – Commissioners Strouse and Arrington
 - Town Council Commissioners are currently using the Fire Department's copier to send faxes, make copies, and scan documents.
 - Council is interested in investing in a black and white unit for Board of Commissioners use.
 - Council is also interested in acquiring a computer for Commissioners to use for Town related activities and documents.
 - Motion was made by Commissioner Hegman to lease a black and white unit for copying, faxing and scanning documents. The motion was seconded by Commissioner Puleo. When put to a full Board of Commissioner vote it was unanimously approved.

Public Comment

- Floor was opened for Public Comment, but there was none.

Adjournment -

Motion was made to adjourn meeting by Commissioner Arrington and seconded by Commissioner May. It was then put to the full Board for vote. All members having voted "Aye" the motion to adjourn was carried and the meeting was officially ended at 8:13 pm.

Respectfully submitted,

Theresa May

Secretary